

Change Request Information <i>(completed by PCR Requestor)</i>			
Requested by		Submitted By	
Name	Matt Duke	Name	Daniel Nurse
Phone	Enter Phone Number	Phone	850-410-9049
Email	Matt.Duke@myfloridacfo.com	Email	Daniel.nurse@myfloridacfo.com
Title	Accenture PMO Track Manager	Title	PMO Analyst
Requesting Department Name	PMO	Date Requested	5/7/2020
PCR Need Description <i>(Include description of change, why it is needed, how it was discovered)</i>	The Project requests to move D108 - Pilot - Ready for Interface and Conversion Testing Go/No-Go decision from August 31, 2020 to October 31, 2020. The Project also requests to update the Decision name to D108 – CMS – Ready for Interface and Conversion Testing to align this milestone with the revised implementation approach.		
Business Benefit/Justification <i>(Provide the tangible/intangible value(s) that support the for the Project's goals)</i>	<p>The Project needs build and test activities to progress in a timely manner to maintain the revised implementation schedule.</p> <p>This change will allow agencies more time to complete their necessary tasks to prepare for CMS interface testing.</p> <p>The Go/No-Go decision date move provides the ESC additional time to evaluate the Go/No-Go decision considering the Project's new implementation approach and dependencies.</p>		
Implications of Not Making the Change <i>(If we do nothing, what is our "Impact Prediction" to the project in terms of risk or issue)</i>	The Project and the agencies may not have time to complete build task in preparation for interface and/or conversion testing.		
Project Goals <i>(Please choose all that apply)</i>	Goal		
	<input type="checkbox"/>	Reduce the State's risk exposure by harnessing modern financial management technology built on the premises of scalability, flexibility, and maintainability	
	<input type="checkbox"/>	Improve state and agency specific decision making by capturing a consistent and an expandable set of data	
	<input type="checkbox"/>	Improve the State's financial management capabilities to enable more accurate oversight of budget and cash demands today and in the future	
	<input type="checkbox"/>	Improve staff productivity, reduce operational complexity and increase internal controls by enabling standardization and automation of business processes within and between DFS and agencies	
Initial Review <i>(completed by PMO Team)</i>			
PCR Title	PCR-50- D108 Ready for Integration Testing Go/No-Go		
Initial Review Date	5/7/2020	PCR ID	50
PCR Historical Information <i>Please enter the following IDs from the Project SharePoint logs (when applicable)</i>			
Decision ID	Enter Decision ID	Decision Name	Enter Decision Name
Risk ID	Enter Risk ID	Risk Name	Enter Risk Name
Issue ID	Enter Issue ID	Issue Name	Enter Issue Name
Impact Analysis <i>(completed by Florida PALM Project team members)</i>			
PCR Analysis Resources	Name		Role
	Melissa Turner		Project Director
	Sharon Studley		Accenture Project Manager
	Rachael Lieblick		Deputy Project Director
	Brian Cliburn		Accenture Deputy Project Manager
	Matt Duke		Accenture PMO Track Manager
	Matt Cole		Accenture BPS Track Manager
	Deana Metcalf		BPS Track Manager

	Jason Shiver	SDS Track Manager		
	Shankar Gaur	Accenture SDS Track Manager		
	Carolyn Hicks	OCM Track Manager		
	Amy Gendusa	Accenture OCM Track Manager		
Tier Specification	<input type="radio"/> Tier 1 (Project Director Approval) <input checked="" type="radio"/> Tier 2 (ESC Approval)			
Scope	Changes that do not relate to additions or deletion of Business Requirements	Addition or deletion of Business Requirements		
Schedule	Changes not associated with Major Project Deliverables or Go/No-Go Decision due dates	Changes to Major Project Deliverables or Go/No-Go Decision due dates		
Cost	Changes within budgeted Spend Plan categories and no overall Project cost overrun	Results in request for funds from the Legislative Budget Committee (LBC)		
Alternatives to Making the Change <i>(Describe solution options to fulfilling the change request)</i>	Viable	Enter Alternative Solution		
	<input type="radio"/> Yes <input checked="" type="radio"/> No			
Risk(s) Associated with Making the Change	Risk Category	Explain Impact		
	Select			
	Select			
Is Contract Affected?	<input checked="" type="radio"/> Yes <input type="radio"/> No	Contract amendment is required to update the defined Go/No-Go date in Attachment 8.		
Project Schedule Impact		Explain Impact		
Choose an Item				
Project Scope Impact		Explain Impact		
Choose an Item				
Project Cost Impact		Explain Impact		
Choose an Item				
Implementation Plan (document name)		Enter Document Name		
Additional Resource Requirements (insert rows as needed)		Hours Effort	Hours Cost	Cost
Enter Resource Name		Enter Number of Hours	Enter Cost Per Hour	Enter Total Cost
Enter Resource Name		Enter Number of Hours	Enter Cost Per Hour	Enter Total Cost
Enter Resource Name		Enter Number of Hours	Enter Cost Per Hour	Enter Total Cost
Enter Resource Name		Enter Number of Hours	Enter Cost Per Hour	Enter Total Cost
Totals		Enter Total Number of Hours	Enter Total Cost Per Hour	Enter Total Cost

CCB Recommendation <i>(completed by Department PMO)</i>			
CCB Members Approved	Final CCB Recommendation	CCB Approval Date	5/14/2020
<input checked="" type="checkbox"/> Deputy Project Director <input checked="" type="checkbox"/> BPS Track Manager <input checked="" type="checkbox"/> OCM Track Manager <input checked="" type="checkbox"/> PMO Track Manager <input checked="" type="checkbox"/> SDS Track Manager	Approved Action Plan: PMO to move date in the project schedule.	Comments Approved by CCB and Project Director; requires ESC approval.	

Authorization

This PROJECT CHANGE REQUEST is bound to the signed Project Charter and/or Contract Statement of Work and the PCR approval date. The following signatures authorize work described herein to be performed.

TIER 1

Signature

Date

Melissa Turner, PMP, FCCM
Florida PALM Project Director

TIER 2 *(when applicable)*

Signature

Date

Scott Fennell, Chair
Florida PALM Executive Steering Committee